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GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LABOR & ECONOMIC GROWTH
LANSING

KEITH W. COOLEY
DIRECTOR

Rebuild MI Community Partner Service Incentives

The Michigan Energy Office is offering incentives including technical support and rebates to Rebuild Michigan Community Partnerships (RMCPs) to promote energy efficiency and renewable energy use within their communities beginning on October 1, 2008.

Only established RMCP coalitions are eligible for these service incentives and rebates. Rebates cannot be awarded to RMCP coalitions receiving compensation for similar services under another grant. RMCP clients must be eligible building owners to receive project support services for which a rebate can be awarded. Building owners must have at least 25,000 sq. ft. of occupied building space enrolled in Rebuild Michigan.

The RMCP may promote Rebuild Michigan services to commercial and institutional building owners within their community. To receive a rebate, the RMCP must:

- obtain a completed Enrollment Agreement (EA) and the most recent 12 months of utility data (electric and heating only) for each building included in the EA. A maximum of 10 buildings per owner or 750k sq. ft., which ever is less, may be enrolled.
- have a commercial auditor complete a utility bill analysis and walk-through energy audit for each enrolled building, and summarize all findings into an Introductory Energy Evaluation (IEE) report to be approved by the Energy Office and then sent to the building owner. (See sample IEE report at www.michigan.gov/eormes.) The RMCP may request that the Energy Office conduct the utility bill analysis and walk-through energy audit or provide EnergyStar benchmarking for public buildings only (accommodations pending staff resources). The RMCP can still receive a rebate for the technical services conducted by the Energy Office.
- benchmark eligible buildings for building owners to track progress toward EnergyStar Labels and Leadership Awards
- arrange and participate in a Project Planning Meeting with energy auditor and building owner; review IEE report, discuss next steps for the owner's consideration in implementing an energy efficiency project.
- meet with the building owner to obtain data on a subsequently installed energy efficiency project and complete a project implementation report for the Energy Office.

Energy Office staff is available to provide guidance and model forms/reports to the RMCP throughout this process.

The following rebates are available on a first come first serve basis until funds are exhausted:

<u>Service Provided</u>	<u>Rebate Amount</u>
Obtain completed EA + 12 months of utility bills	\$175
Complete IEE report approved by Energy Office	\$325
Benchmark building(s) for EnergyStar Label eligibility	\$ 75
Schedule and hold Project Planning Meeting	\$325
Complete Implementation Report	\$325

These incentives can provide a source of funding for continuing assistance with energy efficiency upgrades in commercial/institutional buildings in RMCP communities. Some options for using rebated funds to benefit the coalition's efforts may include:

- Offsetting the lead organization's administrative costs as the RMCP coordinator and sponsor.
- Paying an energy auditor to conduct IEEs and provide other technical assistance.
- Buying down building owners' costs for contracting for an IEE or Technical Energy Analysis.

These funds may not be used to purchase or install energy efficiency or renewable energy equipment; for travel outside the U.S. or to reimburse food and beverage expenses.

To request technical assistance or a rebate application form, please contact Tim Shireman at (517) 241-6281 or shiremant@michigan.gov; or visit the MI Energy Office website at: www.michigan.gov/corebuild.

10/2008

Invoice #: _____

Rebuild MI Community Partnership Rebate Application Form

RMCP Lead Agency: _____

RMCP Contact Person: _____

Street Address: _____

City, State, Zip: _____

Tax ID Number: _____ E-mail Address _____

Indicate below the services the RMCP has performed/completed for which you are applying for a rebate: (Check all that apply)

☐ EA

☐ IEE Report

☐ EnergyStar Benchmarking

☐ Project Planning Meeting

☐ Project Implementation Report

Documentation (Internal Use Only) (Check all that apply)

☐ Copy of Enrollment Agreement

☐ Copy of IEE Report

☐ Copy of EnergyStar Benchmarking Letter

☐ Copy of Project Planning Meeting Agenda & Minutes

☐ Copy of Project Implementation Report

Rebate Authorized: \$ _____

Amount (\$325 each for IEE Report, Project Planning Meeting and Project Implementation Report; \$175 for EA & 12+ mo. recent utility data; \$75 for EnergyStar Benchmarking Letter)

Index: 89067

1800 Direct Voucher Header should reflect doc type: DG

Approved By: _____
Tim Shireman, Project Manager

Date

Authorized by: _____
Jan Patrick, Rebuild MI Program Manager

Date